



# JEFFERSON COUNTY COUNTY ADMINISTRATOR

Website: [jeffersoncountywi.gov](http://jeffersoncountywi.gov)

**\*REVISED 12-01-2015 X2**

**"Jefferson County: Responsible government  
advancing quality of life"**

**BEN WEHMEIER**  
County Administrator

**TAMMIE JAEGER**  
Administrative Secretary

## MEMORANDUM

**TO:** Editors

**FROM:** Ben Wehmeier, County Administrator

**DATE:** November 25, 2015

**SUBJECT:** JEFFERSON COUNTY Meetings – Week of November 30, 2015

<b>November 30, 2015 Monday</b>	Planning and Zoning Committee	8:30 a.m.	Jefferson County Courthouse Rm 203
<b>December 1, 2015 Tuesday</b>	Highway Committee	8:00 a.m.	Highway Committee Room 1425 Wisconsin Ave, Jefferson
	Aging & Disability Resource Center Advisory Committee (ADRC)	1:00 p.m.	Human Services 1541 Annex Rd, Jefferson
<b>December 2, 2015 Wednesday</b>	Courthouse Security & Facilities Committee	8:30 a.m.	Jefferson County Courthouse Rm 202
	<b>*Infrastructure Committee (Agenda Revised)</b>	<b>9:00 a.m.</b>	<b>Highway Committee Room 1425 Wisconsin Ave, Jefferson</b>
	Criminal Justice Collaborating Council (CJCC)	12:00 p.m.	Jefferson County Courthouse Rm 202
<b>December 3, 2015 Thursday</b>	Fair Park Committee	8:00 a.m.	Fair Park 503 N. Jackson Ave, Jefferson
<b>December 4, 2015 Friday</b>	<b>WI River Rail Transit Commission (WRRTC) (Agenda added)</b>	<b>10:00 a.m.</b>	<b>Dane County Highway Garage 2302 Fish Hatchery Rd, Madison</b>
<b>December 5, 2015 Saturday</b>	No Scheduled County Meetings		
<b>December 6, 2015 Sunday</b>	No Scheduled County Meetings		

**AGENDA**  
**JEFFERSON COUNTY PLANNING AND ZONING COMMITTEE**  
**DECISION MEETING**

*Steve Nass, Chair; Greg David, Vice-Chair; Don Reese, Secretary; Amy Rinard; George Jaeckel*

**ROOM 203, COUNTY COURTHOUSE**  
**311 S. CENTER AVE., JEFFERSON, WI 53549**  
**8:30 A.M. ON MONDAY, NOVEMBER 30, 2015**

- 1. Call to Order**
- 2. Roll Call (Establish a Quorum)**
- 3. Certification of Compliance with the Open Meetings Law**
- 4. Approval of the Agenda**
- 5. Public Comment (Not to exceed 15 minutes and not to include petitions slated for decision-members of the public who wish to address the Committee on specific agenda items must register their request at this time)**
- 6. Approval of October 26, November 16 and November 19, 2015 Committee Minutes**
- 7. Communications**
- 8. October 2015 Monthly Financial Report for Land Information Office – Andy Erdman**
- 9. November 2015 Monthly Financial Report for Zoning – Rob Klotz**
- 10. Preliminary Plat Review for Balsam Hill Subdivision, Sec. 2, Town of Watertown**
- 11. Discussion and Possible Decision on Whether the Proposed Revision to R3822A-15 for Paul & Mary Jaeger, Sec. 6, Town of Ixonia, Should be Returned to Public Hearing Because of its Location Change**
- 12. Discussion and Possible Action on Petition R3829A-15 for Philip and Sandra Bittorf, N7103 Stoney Creek Road, Town of Lake Mills, Returned from the County Board on October 27, 2015**
- 13. Discussion and Possible Action on Petitions Presented in Public Hearing on April 16 and October 15, 2015 and Subsequently Postponed:**
  - R3798A-15 – Cindy Krull Begeman to create two new building sites on Mansfield Road in the Town of Aztalan.
  - R3844A-15 – Rex & Teresa Nienow/Terrapin Properties to create a new building site on Genz Road in the Town of Ixonia
  - R3846A-15 – Roger and Sandra Anderson to create a new building site on Grogan Rd and a lot around the home at W6658 Sunset Ln, Town of Koshkonong
  - R3850A-15 & R3851A-15 – John & Lisa Schwaller/Jerome A Karrels & Shirley L Howard Karrels Trust Property to enlarge an existing A-3 zone and create a Natural Resource zone on State Highway 106
- 14. Discussion and Possible Action on Petitions Presented in Public Hearing on November 19, 2015:**
  - R3854A-15 & CU1859-15 – Steve Zak to create an A-2 zone with conditional use to allow for storage of contractor's equipment and materials at N7769 County Road O, Town of Waterloo
  - R3855A-15 – Theodore J Mueller to create a 2.67-acre A-3 lot at **W2027 Church Dr** in the Town of Concord
  - R3856A-15 – Steven Holz to create a 1.6-acre building site on **Lower Hebron Rd and County Road D** in the Town of Hebron
  - R3857A-15 – Thomas Brown to create a 3-acre farm consolidation lot around the home at **N2033 County Road A**, and two, 1-acre building sites on **Danielson Road** in the Town of Sumner on property owned by Joyce Brown

CU1860-15 –Classic Seamless Gutters Inc for a conditional use to allow retailing that is freestanding in an Industrial zone, allowing for a showroom for fireplace and masonry products at **N8209 County Road F**, Town of Ixonia

CU1861-15 – Evenson Construction Co, Inc/Donald & Susan Ebbert property for a conditional use to allow extension of time limit for mineral extraction at **N2795 Ebbert Lane** in the Town of Oakland and to also allow consideration of a change in conditions for the operation as expressed with CU1624-10 so that when blasting will be conducted or structural evaluations are requested, neighbors within ½ mile radius will be eligible. The current language requires a 1 mile radius.

**15. Discussion and Possible Action on SB266 (Smart Growth Repeal Bill)**

**16. Announcement of Training Opportunity for the Planning and Zoning Committee on Wednesday, January 27, 2016 at the UW Whitewater Technology Park**

**17. Possible Future Agenda Items**

Consideration of Mini-Pigs as Household Pets

**18. Upcoming Meeting Dates**

December 14, 8:00 a.m. – Site Inspections Beginning in Courthouse Room 203

December 17, 7:00 p.m. – Public Hearing in Courthouse Room 205

December 21, 8:30 a.m. – Decision Meeting in Courthouse Room 203

January 18, 8:00 a.m. – Site Inspections Beginning in Courthouse Room 203

January 21, 7:00 p.m. – Public Hearing in Courthouse Room 205

January 25, 8:30 a.m. – Decision Meeting in Courthouse Room 203

**19. Adjourn**

**If you have questions regarding the petitions, please contact the Zoning Department at 920-674-7131. Petition files referenced on this agenda may be viewed in Courthouse Room 201 between the hours of 8:00 a.m. and 4:30 p.m., Monday through Friday, excluding holidays. Materials covering other agenda items can be found at [www.jeffersoncountywi.gov](http://www.jeffersoncountywi.gov).**

*A quorum of any Jefferson County Committee, Board, Commission or other body, including the Jefferson County Board of Supervisors, may be present at this meeting.*

**Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator at 920-674-7101 at least 24 hours prior to the meeting so that appropriate arrangements can be made.**

*A digital recording of the meeting will be available in the Zoning Department upon request.*



## Agenda

# Jefferson County Highway Committee Meeting

Tuesday, December 1, 2015

8:00 a.m.

Committee Room  
1425 Wisconsin Drive  
Jefferson, Wisconsin 53549

**Committee Members:** George Jaeckel - Chairman, Walt Christensen - Vice Chairman, Al Counsell - Secretary, Ron Buchanan, Don Reese

**Highway Commissioner:** William T. Kern

### AGENDA

1. Call meeting to order
2. Roll Call
3. Certification of compliance with the Open Meetings Law
4. Review of the Agenda
5. Public Comment (Members of the Public who wish to address the Committee on specific agenda items must register their request at this time)
6. Approve minutes from November 3, 2015 Highway Committee meeting
7. Communications
8. Old Business    a. None
9. New Business    a. Discuss policy on ATV/UTV use on county highways  
                              b. Discussion on monthly financial account summary (YTD)
10. Highway Operations Report
11. Review and approve vouchers
12. Set Next Meeting Date – January 5, 2016
13. Adjourn

*A Quorum of any Jefferson County Committee, Board, Commission or other body, including the Jefferson County Board of Supervisors, may be present at this meeting.*

*"Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator 24 hours prior to the meeting at 920-674-7101 so appropriate arrangements can be made."*

**ADRC Advisory Committee Agenda**  
**Jefferson County Human Services Department**  
1541 Annex Road, Jefferson, WI 53549  
Health/Human Services Conference Room

Date: Tuesday, December 1, 2015

Time: 1:00 p.m.

**Committee Members:** Earlene Ronk, Chair, Carol Battenberg, Ellen Haines, Dan Krause, Russell Kutz, Marcia Bare, Carolyn Niebler & Connie Stengel

1. Call to order
2. Roll call (establishment of a quorum)
3. Certification of compliance with Open Meetings Law
4. Approval of the agenda
5. Approval of the ADRC Advisory Committee minutes from 11/3/2015
6. Communication
7. Public comment (Members of the public who wish to address the committee on specific agenda items must register their request at this time)
8. Discussion: ADRC Statistical Report
9. Discussion about the Community Care Alliance Presentation on National Caregiver & Alzheimer's Awareness Month
10. Discussion about the WI Dementia Care Guiding Principles
11. Discussion about the WI Eye segment on Dementia Care Services Statewide & in Jefferson County
12. Discussion about the Alzheimer's Family Caregiver Support Program
13. Discussion and possible action on S85.21 Specialized Transportation Grant Application
14. Adjourn

Next scheduled meeting:      January 5, 2016

# COURTHOUSE SECURITY & FACILITIES COMMITTEE AGENDA

Jefferson County Courthouse

**Room #202**

311 S. Center Avenue

Jefferson, WI 53549

**Wednesday, December 2, 2015 at 8:30 a.m.**

## ***Committee Members by SCR 70.39***

*Randy R. Koschnick  
Circuit Court Judge*

*James Schroeder  
County Board Chair*

*Benjamin Wehmeier  
County Administrator*

*Carla Robinson  
Clerk of Circuit Court*

*Michael Onheiber  
Family Court Commissioner*

*Paul Milbrath  
Sheriff*

*Susan Happ  
District Attorney*

*Jeffrey DeLaRosa  
Public Defender*

*Jennifer Weber  
Rep. of local bar association*

*Laurie Anderson  
V/W Coordinator*

*Donna Haugom  
Emergency Mgmt Director*

## ***Other Members:***

*Mark Miller  
Central Services Manager*

1. Call to order.
2. Roll call.
3. Certification of compliance with the open meetings law.
4. Review and approve minutes from September 2, 2015 meeting.
5. Communications.
6. Citizen comments.
7. Courthouse Security Plan Update:
  - a) Courthouse Security Cameras (Miller).
  - b) Policy development reference courthouse staff use of cameras (Wehmeier).
8. Tentative future meeting dates:

March 2, 2016	8:30 a.m.
June 1, 2016	8:30 a.m.
September 7, 2016	8:30 a.m.
9. Adjourn.

Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator 24 hours prior to the meeting at 920-674-7101 so appropriate arrangements can be made.

# Infrastructure Committee

## AGENDA

Jefferson County Highway  
1425 Wisconsin Drive  
Jefferson WI 53549

**\*REVISED 12-01-2015**

Wednesday, December 2, 2015

9:00 a.m.

### Committee Members

Greg David, Richard Jones - Chair, John Kannard, Mike Kelly - Secretary, Russell Kutz - Vice Chair

1. Call to order
2. Roll call
3. Certification of compliance with the Open Meetings Law
4. Review of the Agenda
5. Public Comment  
(Members of the public who wish to address the committee on a specific agenda items must register their request at this time)
6. Approval of the November 4, 2015 Infrastructure Committee meeting minutes
7. Communications
8. **\*Discussion and possible action on Dedication Plaque for Highway Facility**
9. Discussion and update on satellite shops
10. Update on FacilityDude software application for maintenance, repair & improvement of county buildings
11. Update on Old Highway Facility
12. Update on punch list for new highway facility
13. Update on old salt sheds
14. Central Services Financial Report (October)
15. MIS Financial Report (October)
16. Potential items for the Committee's next meeting
17. Set next meeting date (January 6, 2016)
18. Tour of Highway Facility
19. Adjourn

All meetings in Room 112 at 9:00 a.m. unless noted

A quorum of any Jefferson County Committee, Board, Commission or other body, including the Jefferson County Board of Supervisors, may be present at this meeting.

***Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator 24 hours prior to the meeting/visit at 920-674-7101 so appropriate arrangements can be made.***

## AGENDA

### JEFFERSON COUNTY CRIMINAL JUSTICE COLLABORATING COUNCIL (CJCC)

Jefferson County Courthouse – **Room #202**

311 S. Center Avenue

Jefferson, WI 53549

**Wednesday, December 2, 2015 at 12:00 noon**

#### *Committee Members*

*Randy Koschnick*  
*Circuit Court Judge*

*Jim Schroeder*  
*County Board Chair*

*Susan Happ*  
*District Attorney*

*Paul Milbrath*  
*County Sheriff*

*Carla Robinson*  
*Clerk of Courts*

*John David*  
*Mayor – City of Watertown*

*Jeffrey De La Rosa*  
*Public Defender's Office*

*Martin Lastrilla*  
*Department of Corrections*

*Ben Wehmeier*  
*County Administrator*

*Kathi Cauley*  
*Human Services Director*

*J. Blair Ward*  
*Corporation Counsel*

*Lynn Forseth*  
*Literacy Council Executive Director*

*Denis Sorenson*  
*City of Waterloo Police Chief*

*Dr. Jeff Zaspel*  
*Superintendent Fort Atkinson Schools*

1. Call to order.
2. Roll call.
3. Certification of compliance with the open meetings law.
4. Review and approve minutes from October 28, 2015 meeting.
5. Public comment.
6. Update on JCATC outcomes for 2014 and YTD 2015 to date (Sara Carpenter).
7. Update on SCRAM and Remote Breath (Sara Carpenter).
8. Update on data gathering on local criminal re-offenders, including criminogenic needs, possibly from jail and/or Probation & Parole.
9. Coordination with Recidivism Council and other agencies.
10. Discussion on heroin/opiates.
11. Discussion and possible action on:
  - Discussion and Possible Action on JCATC Mission Statement
  - Discussion on Policy and Procedures Manual JCATC
12. General discussion for long term objectives of the CJCC.
  - a. Out Brief from Treatment Courts Standards Training
  - b. Discussion and possible action on Treatment Courts Standard Training Action Plans
13. Agency updates.
14. Future meeting dates:

January 27, 2016	12:00 noon
February 24, 2016	12:00 noon
March 23, 2016	12:00 noon
15. Adjourn

***Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator 24 hours prior to the meeting at 920-674-7101 so appropriate arrangements can be made.***



**Fair Park Committee Agenda**  
**Jefferson County**  
Jefferson County Fair Park  
Activity Center – Conference Room  
503 N. Jackson Avenue  
Jefferson, WI 53549

Date: Thursday, December 3, 2015

Time: 8:00 am

Committee members: Poulson, Blane (Chair)	Counsell, Al
Foelker, Matthew (Vice Chair)	Kutz, Russell
Hanneman, Jennifer (Secretary)	

1. Call to order
2. Roll call (establish a quorum)
3. Certification of compliance with Open Meetings Law
4. Approval of the agenda
5. Approval of Fair Park Committee minutes of November 5, 2015
6. Communication
7. Public Comment (Members of the public who wish to address the Committee on specific agenda items must register their request at this time)
8. Discussion and possible action on Fair Park feasibility study
9. Review of Financial Report
10. Review of Fair Park Director's Report
11. Review of Fair Park Supervisor's Report
12. Adjourn

Next scheduled meetings:     Thursday, January 7, 2015

*A Quorum of any Jefferson County Committee, Board, Commission or other body, including the Jefferson County Board of Supervisors, may be present at this meeting.*

*Individuals requiring special accommodations for attendance at this meeting should contact the County Administrator 24 hours prior to the meeting at 920/674-7101 so appropriate arrangements can be made.*

# WISCONSIN RIVER RAIL TRANSIT COMMISSION

PO Box 262 • 20 S Court Street • Platteville, Wisconsin 53818

Alan Sweeney, Chair • Commission Office Phone 608.342.1637 • Fax 608.342.1220 • Website [www.wrrtc.org](http://www.wrrtc.org)

MEMBER COUNTIES: CRAWFORD • DANE • GRANT • IOWA • JEFFERSON • ROCK • SAUK • WALWORTH • WAUKESHA

SUBJECT: Friday, December 4, 2015 Agenda  
TO: Wisconsin River Rail Transit Commissioners & Other Interested Persons  
FROM: Mary Penn, WRRTC Administrator

## Wisconsin River Rail Transit Commission Meeting Friday, December 4<sup>th</sup>, 2015 @ 10 AM

Dane County Hwy Garage, 2302 Fish Hatchery Rd, Madison, WI

### WRRTC's Schedule of Meetings:

2015	
January 9	XComm Meeting
February 6	Full Commission Meeting
March 6	XComm Meeting
April 10	XComm Meeting
May 8	Commission Meeting
June 5	Commission Meeting
July 10	Commission Meeting
August 7	Commission Meeting
September 11*	Commission Meeting
October 9	Commission Meeting
November 6	Commission Meeting
December 4	Commission Meeting

**NOTE:** The WRRTC's meetings are **usually** held at 10:00 AM on the **first Friday after the first Tuesday of the month** at the **Dane County Highway Building** in Madison, WI.

In the event of inclement weather and the possibility of meeting cancellation, contact Mary Penn at 608-342-1637, no later than the 24 hours before a meeting.

**NOTICE is sent to:** County Clerks in WRRTC's Region for Posting and to Local News Media as an FYI.  
*Thank you for your interest and assistance.*

*To learn more about WRRTC, please visit our website at [www.wrrtc.org](http://www.wrrtc.org)*

**Wisconsin River Rail Transit Commission**  
**WRRTC Meeting - Friday, December 4<sup>th</sup>, 2015 @ 10 AM**  
**Dane County Hwy Garage, 2302 Fish Hatchery Rd, Madison, WI**

*10 minutes estimated | Action Items*

- 1.** 10:00 AM **Call to Order** – Alan Sweeney, Chair
- 2.** Roll Call. **Establishment of Quorum** – Mary Penn
- 3.** Action Item. **Certification of Meeting's Public Notice** – Noticed by Penn
- 4.** Action Item. **Approval of Agenda** – Prepared by Penn
- 5.** Action Item. **Approval of draft November Meeting Minutes**– Prepared by Penn
- 6.** Updates. **Public Comment** – Time for public comment may be limited by the Chair
- 7.** Updates. **Announcements by Commissioners** – No Discussion Permitted

**REPORTS & COMMISSION BUSINESS**

*5 minutes estimated | Update & Possible Action*

- 8.** **WRRTC Financial Report** – Jim Matzinger, WRRTC Account.
  - Treasurer's Report for November

*10 minutes estimated | Update*

- 9.** **Wisconsin & Southern Railroad's Report on Operations** – Ken Lucht, WSOR
  - Update on Monthly Maintenance Activities
  - Update on Capital Projects
  - Update on Business Development
  - Other Continuing Issues/ Topics

*5 minutes estimated | Update*

- 10.** **WisDOT Report**–Kim Tollers, Rich Kedzior WisDOT

*5 minutes estimated | Update*

- 11.** **WRRTC Correspondence/Communications and Administrator's Report** – Mary Penn, WRRTC Admin.

*10 minutes estimated | Discussion & Possible Action*

- 12.** **Discussion and Possible Action on Proposed Donation of Rail and OTM to Mid-Continent Railway Museum from MG&E site in Madison, WI** – Ken Lucht, WSOR

*10 minutes estimated | Discussion*

- 13.** **Discussion of Drainage Issues on Fox Lake Sub** – Allan Polyock, Walworth County Commissioner

*10 minutes estimated | Discussion & Possible Action*

- 14.** **Discussion and Possible Action on Adjusting Lease and Offer To Use Fees** – Mary Penn, WRRTC Admin.

*10 minutes estimated | Discussion & Possible Action*

- 15.** **Discussion and Possible Action on Direction on Executive Committee Duties and Responsibilities versus Full Commission Issue** – Mary Penn, WRRTC Admin.

- 16.** Action Item. **Adjournment**